



# THE 2004 ANNUAL REPORT

OF THE COLUMBUS / BARTHOLOMEW PLANNING DEPARTMENT

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City of Columbus Plan Commission  
Bartholomew County Plan Commission  
Edinburgh / Columbus / Bartholomew Plan Commission

December 2004



## Executive Summary



### Executive Summary

During 2004 the operations of the Columbus / Bartholomew Planning Department were defined by internal re-organization and transition. Several long-time staff members, Roger Hunt, Tiffany Strait, and John Butler, were no longer with the Department by the end of the year. Jeff Bergman, AICP assumed the Planning Director position vacated by the resignation of Mr. Hunt. Also in 2004, the Columbus City Council approved the establishment of 2 new Department staff positions which effectively prompted a re-organization of office.

Other 2004 milestones included (1) progress made on the ongoing process of revision the City and County zoning and subdivision control ordinances and (2) an ongoing commitment by the Department to support long-range planning by other government and civic groups. In 2004 the Planning Department also.....

- processed 53 Plan Commission cases;
- oversaw the annexation of 43.91 acres to the City of Columbus;
- reviewed 115 subdivisions of land, which created a total of 166 new lots;
- continued the FEMA Community Rating System program for the reduction of community flood insurance costs;
- issued 144 zoning compliance certificates (including 104 for signs and 50 for site plans);
- processed 46 Board of Zoning Appeals requests; and
- conducted a total of 6 informational and training events for Plan Commission members and the public.

*This Annual Report is prepared for the City of Columbus, Bartholomew County, the commissions and boards involved in local land use planning and administration, and the following elected community leaders:*

**Columbus Mayor:**

*The Honorable  
Fred Armstrong*

**Columbus Clerk-Treasurer:**

*Brenda Sullivan*

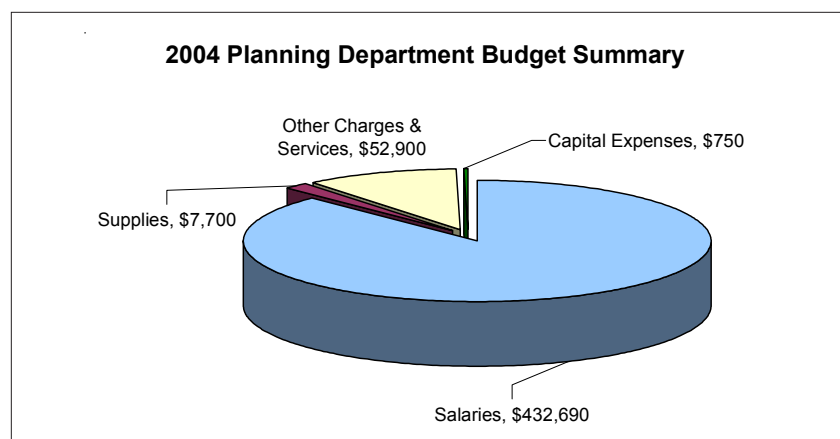
**Columbus City Council:**

*August "Augie" Tindell  
Martha Myers  
Ann DeVore  
Rob Kittle  
Tom Hodek (for Craig Hawes)  
John Brown  
George Dutro*

**Bartholomew County**

**Board of Commissioners:**

*Larry Kleinhenz  
Carl Lienhoop  
Paul Franke*



*The 2004 Planning Department budget was \$494,040. Salaries represented the majority of the costs. Non-salary budgeted items have increased by less than 5% since 2002 (from \$57,750 in 2002, to \$58,380 in 2003, to \$60,600 in 2004).*



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## Planning Department Staff Profile



The 2004 staff of the Columbus / Bartholomew Planning Department includes 10 members. Of those staff positions, 6 are professional community planners, 3 are administrative support personnel, and one provides general assistance and support. These staff members serve to support the activities of the City, County, and Joint District Plan Commissions, Boards of Zoning Appeals, and Plat Committees. The staff is also often called upon to provide information and assistance to the Mayor, the County Commissioners, the City Council, the Board of Public Works, and other city, county, civic and regional organizations. The staff's primary tasks are to (1) guide the public and developers through the property development process and (2) serve as a resource for long-range community planning and the discussion of community land use issues.

The 2004 staff includes individuals with diverse interests and backgrounds. Together the staff provides expertise in the areas of land use and development, as well as economics, historic preservation, public policy, and landscape architecture.

### 2004 Planning Department Staff

Jeff Bergman, AICP	Planning Director
Laura Thayer, AICP	Assistant Planning Director
(Position Open)	Senior Planner
Heather Pope	Associate Planner
Thom Weintraut	Associate Planner
Marcus Hurley	Planning Technician
Sondra Bohn	Planning Assistant
(Position Open)	Secretary
Nicola Vogel / Patty Whitson	Part-Time Secretary
(Position Open)	Planning Aid

*The Planning Department staff experienced several noteworthy transitions during 2004: John Butler, Planning Aid, passed away; Jeff Bergman succeeded Roger Hunt as Planning Director; and Tiffany Strait, Associate Planner, left the Department for a position with the City of Bloomington, Indiana. Also during 2004, the Columbus City Council established the "Senior Planner" and "Full-Time Secretary" positions within the Department.*

*The government and civic groups supported by the Planning Department staff in 2004 included the following:*

- Columbus Service League
- Columbus Redevelopment Commission
- Columbus Area Metropolitan Planning Organization
- Columbus in Bloom
- Columbus Downtown Banner Committee
- Utilities Coordination Committee
- Bartholomew Consolidated School Corporation District & Facilities Committee
- Columbus Transit Advisory Committee
- Destination Columbus

### Department Overview



## Columbus Appointed Officials

The City of Columbus Plan Commission has jurisdiction for all land within the corporate limits of the City, as well as a specific extraterritorial jurisdiction that extends approximately 2 miles from the City limits.

The memberships and requirements of the City of Columbus Plan Commission, Plat Committee, and Board of Zoning Appeals are shown below and on the following page. The Plan Commission also maintains a Landscape Review Committee (see page 16) and a Utility Review Committee (see page 17). The Plan Commission experienced a change in membership mid-2004 with Rick Colglazier replacing Mike Gillespie as the Park Board representative. A re-location by Gary Nienaber required that he also leave the Plan Commission. Mr. Nienaber was replaced on the Plan Commission by Joan Tupin-Crites and on the Board of Zoning Appeals by Dave Bonnell. Ms. Tupin-Crites replaced Mr. Bonnell as the Columbus Plan Commission liaison to the County Plan Commission.

*Note: All rosters represent memberships as of December 1, 2004.*

### 2004 City of Columbus Plan Commission Membership

Member	Appointment	Expiration (4 year terms)	Requirements
<b>John Delap, President</b>	Board of Public Works & Safety	January 1, 2007	Board of Works Member or Designated Representative
<b>Dave Bonnell, Vice-President</b>	Board of County Commissioners	January 1, 2005	Democrat from the Columbus Extraterritorial Jurisdiction
<b>Steve Ruble, Secretary</b>	City Engineer	Not Applicable	City Engineer or Qualified Assistant
<b>Dave Fisher (R)</b>	Mayor	January 1, 2008	No more than 3 of the 5 Mayoral Appointments may be of the same Political Party
<b>John Hatter (R)</b>	Mayor	January 1, 2007	
<b>Jack Heaton (R)</b>	Mayor	January 1, 2008	
<b>Shirley Todd (D)</b>	Mayor	January 1, 2005	
<b>Pat Zeigler (D)</b>	Mayor	January 1, 2006	
<b>Rick Colglazier</b>	Park Board	Annually	Park Board Member
<b>Rob Kittle</b>	City Council	Annually	City Council Member
<b>Joan Tupin-Crites</b>	Board of County Commissioners	January 1, 2007	Republican from the Columbus Extraterritorial Jurisdiction
<b>Tom Finke, County Liaison</b>	County Plan Commission	Annually	Member of the County Plan Commission

## Columbus Appointed Officials (cont.)



### 2004 City of Columbus Plat Committee Membership

Member	Appointment	Expiration (Annually)	Requirements
Jack Heaton, Chairperson	Plan Commission	January 1, 2005	Plan Commission Citizen Member
Jeff Bergman	Plan Commission	January 1, 2005	Planning Department Staff Member
Steve Ruble	Plan Commission	January 1, 2005	Engineering Department Staff Member
Steve Rucker (Alternate)	Plan Commission (for Ruble)	January 1, 2005	Engineering Department Staff Member

### 2004 City of Columbus Board of Zoning Appeals Membership

Member	Appointment	Expiration (4 year terms)	Requirements
Pat Zeigler, Chairperson	Mayor	January 1, 2006	Plan Commission Member
Lou Marr, Vice-Chairperson	City Council	January 1, 2007	Citizen who is not a Plan Commission Member
Karen Dugan, Secretary	Mayor	January 1, 2006	Citizen who is not a Plan Commission Member
Mary Ferdon	Mayor	January 1, 2007	Citizen who is not a Plan Commission Member
Dave Bonnell	Plan Commission	January 1, 2005	Plan Commission Member from the Extraterritorial Jurisdiction
Fred Stadler (Alternate)	Mayor (for Zeigler, Dugan, or Ferdon)	January 1, 2006	Citizen who is not a Plan Commission Member
Eric Frey (Alternate)	City Council (for Marr)	January 1, 2007	Citizen who is not a Plan Commission Member
Dave Fisher (Alternate)*	Plan Commission (for Bonnell)	January 1, 2006	Plan Commission Member from the Extraterritorial Jurisdiction
Marcus Hurley (Hearing Officer)	Plan Commission	Not Applicable	Board Member, Staff Member, or any other Person

\* upon review of the Indiana Code it was determined mid-2004 that Mr. Fisher was not eligible for this appointment



## Bartholomew County Appointed Officials

The Bartholomew County Plan Commission has jurisdiction for all unincorporated land within the County, excluding extraterritorial jurisdictions exercised by Columbus and Edinburgh and the approximately 2.5 square miles within the jurisdiction of the Edinburgh / Columbus / Bartholomew Joint District Plan Commission.

The memberships and requirements of the Bartholomew County Plan Commission, Plat Committee, and Board of Zoning Appeals are shown below and on the following page. The membership of the BZA changed mid-2004, with the death of long-time member and chairperson Phil Baumann. Ron Trotter assumed the role of Acting Chairperson, until officer elections are held in 2005, and Roger Glick was appointed to complete Mr. Baumann's current term.

*Note: All rosters represent memberships as of December 1, 2004.*

### 2004 Bartholomew County Plan Commission Membership

Member	Appointment	Expiration (4 year terms)	Requirements
<b>RoAnne Whittington (R), President</b>	Board of County Commissioners	January 1, 2007	No more than 2 of the 4 County Commissioner Citizen appointments may be of the same Political Party.
<b>Zack Ellison (D), Vice-President</b>	Board of County Commissioners	January 1, 2006	
<b>Tom Finke, Secretary</b>	County Surveyor	Not Applicable	County Surveyor or a Qualified Deputy
<b>Mark Dodd (R)</b>	Board of County Commissioners	January 1, 2005	No more than 2 of the 4 County Commissioner Citizen appointments may be of the same Political Party.
<b>Thomas Harmon (D)</b>	Board of County Commissioners	January 1, 2005	
<b>Gary Myers</b>	Board of County Commissioners	January 1, 2007	Township Trustee Recommended by the County's Township Trustees
<b>Mike Ferree</b>	County Extension Educator	Not Applicable	County Extension Educator
<b>Paul Franke</b>	Board of County Commissioners	January 1, 2005	Member of the Board of County Commissioners
<b>Jim Reed</b>	County Council	January 1, 2005	Member of the County Council
<b>Joan Tupin-Crites, City Liaison</b>	City Plan Commission	Annually	Member of the City Plan Commission



## Bartholomew County Appointed Officials (cont.)



### 2004 Bartholomew County Plat Committee Membership

Member*	Appointment	Expiration (Annually)	Requirements
Tom Finke, Chairperson	Plan Commission	January 1, 2005	County Surveyor's Plan Commission Designee
Mike Ferree	Plan Commission	January 1, 2005	Plan Commission Member
John Rondot	Plan Commission	January 1, 2005	Plan Commission Member or Resident Citizen
Stacey Gross	Plan Commission	January 1, 2005	County Engineer or Designee
Jeff Bergman	Plan Commission	January 1, 2005	Planning Director or Designee

\* the Vice-Chairperson office was not filled by the Committee in 2004

### 2004 Bartholomew County Board of Zoning Appeals Membership

Member*	Appointment	Expiration (4 year terms)	Requirements
Ron Trotter, Acting Chairperson	County Council	January 1, 2005	Citizen who is not a Plan Commission Member
Zack Ellison	Plan Commission	January 1, 2005	Plan Commission Member
Dewayne Hines	Board of County Commissioners	January 1, 2007	Citizen who is not a Plan Commission Member
Roger Glick	Board of County Commissioners	January 1, 2006	Citizen who is not a Plan Commission Member
RoAnne Whittington	Board of County Commissioners	January 1, 2008	Plan Commission Member
Thomas Harmon (Alternate)	Plan Commission (for Ellison)	January 1, 2005	Plan Commission Member
Marcus Hurley (Hearing Officer)	Plan Commission	Not Applicable	Board Member, Staff Member, or any other Person

\* the Vice-Chairperson and Secretary offices were not filled by the Board in 2004



*Note: All rosters represent memberships as of December 1, 2004.*

## Joint District Appointed Officials

The Edinburgh / Columbus / Bartholomew Joint District Plan Commission has jurisdiction over an area of approximately 2.5 square miles bounded by a triangle formed by County Road 900 North, I-65, and US 31. The Joint District Plan Commission is the only one of its kind in Indiana and is regulated by IC 36-7-5.1. The Joint District Plan Commission, by interlocal agreement, shall be in existence for either (1) a period of 15 years or (2) until 90% of the property in the area has been developed. The memberships and requirements for the Joint District Plan Commission, Plat Committee, and Board of Zoning Appeals are shown below and on the following page.

### 2004 Joint District County Plan Commission Membership

Member	Appointment	Expiration (3 year terms)	Requirements
Larry Taulman, President	Edinburgh Town Council	January 1, 2005	Resident of (1) a County in which the District is Located, or (2) within 10 miles of the District
Mike Ryan, Vice-President	Columbus Plan Commission	January 1, 2007	
Steve Ruble, Secretary	Columbus Mayor	January 1, 2006	
Tim Barrett	Edinburgh Town Council	January 1, 2006	
Lewis Turner	Edinburgh Town Council	January 1, 2006	
Jack Heaton	Columbus Plan Commission	January 1, 2008	
Larry Kleinhenz	Board of County Commissioners	January 1, 2005	All Must be Residents of (1) a County in which the District is Located, or (2) within 10 miles of the District <u>and</u> , 2 of the 4 Must Reside in German Township
Carl Lienhoop	Board of County Commissioners	January 1, 2008	
Keith Sells (German Twp.)	Board of County Commissioners	January 1, 2007	
Ron Richards (German Twp.)	Board of County Commissioners	January 1, 2007	

## Joint District Appointed Officials (cont.)



### 2004 Joint District Plat Committee Membership

Member*	Appointment	Expiration (Annually)	Requirements
Tim Barrett	Plan Commission	January 1, 2005	A Minimum of 1 Member of the Plat Committee must be a Member of the Joint District Plan Commission
Carl Lienhoop	Plan Commission	January 1, 2005	
Steve Ruble	Plan Commission	January 1, 2005	
Lewis Turner (Alternate)	Plan Commission (for Barrett)	January 1, 2005	
Larry Kleinhenz (Alternate)	Plan Commission (for Lienhoop)	January 1, 2005	
Mike Ryan (Alternate)	Plan Commission (for Ruble)	January 1, 2005	

\* the Chairperson office was not filled by the Committee in 2004

### 2004 Joint District Board of Zoning Appeals Membership

Member*	Appointment	Expiration (4 year terms)	Requirements
Mike Ryan, Chairperson	Joint District Plan Commission	January 1, 2006	Citizen who may or may not be a Plan Commission Member**
Dave Gregory, Vice-Chairperson	City of Columbus	January 1, 2007	**All Members Must be a Resident of (1) a County in which the District is Located, or (2) within 10 miles of the District
Chris West	Board of County Commissioners	January 1, 2007	
William West	City of Edinburgh	January 1, 2006	
Tim Douglas	Board of County Commissioners	January 1, 2006	

\* the Secretary office was not filled by the Board in 2004



## Plan Commission Activity Summary

In 2004 the City, County, and Joint District Plan Commissions heard a total of 53 new applications. Of these applications a majority, 71% (38 petitions), were heard by the Columbus Plan Commission.

The Columbus Plan Commission makes recommendations to the City Council for re-zoning, annexation, and PUD concept plan applications; and has final approval of plats, PUD detailed plans, and a variety of site plans. The Bartholomew County Plan Commission makes recommendations to the County Commissioners regarding re-zoning requests; and has final approval of plats and site plans. The Joint District Plan Commission makes recommendations to the Joint District Council regarding re-zoning; and has final approval of plats and site plans.

### 2004 Plan Commission Activity Summary

Month*	Re-Zoning			Annexation	Plat			PUD Concept Plan	PUD Detailed Plan	Site Plan (SU mod., Sign Plan, Etc.)			Total		
	Columbus	Bartholomew County	Joint District	Columbus	Columbus	Bartholomew County	Joint District	Columbus	Columbus	Columbus	Bartholomew County	Joint District	Columbus	Bartholomew County	Joint District
January	2	2	0	0	0	0	0	0	0	1	0	0	3	2	0
February	0	1	0	0	1	4	0	0	0	0	0	0	1	5	0
March	1	0	0	0	1	0	0	0	0	1	0	0	3	0	0
April	0	0	0	0	2	1	0	0	0	0	0	1	2	1	1
May	1	0	0	0	2	2	0	0	1	0	0	0	4	2	0
June	2	0	0	0	4	1	0	0	0	0	0	0	6	1	0
July	2	0	0	1	1	0	0	0	0	0	0	0	4	0	0
August	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
September	2	0	0	1	2	0	0	0	2	1	0	3	8	0	3
October	2	0	0	0	1	0	0	1	0	1	0	0	5	0	0
November	0	0	0	0	2	0	0	0	0	0	0	0	2	0	0
December	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>12</b>	<b>3</b>	<b>0</b>	<b>2</b>	<b>16</b>	<b>8</b>	<b>0</b>	<b>1</b>	<b>3</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>38</b>	<b>11</b>	<b>4</b>

\* Includes all petitions (2003 and 2004) heard by each Plan Commission for the first time

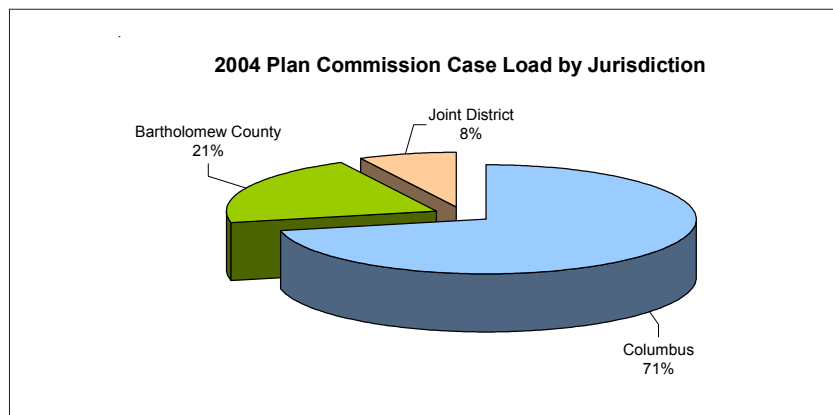
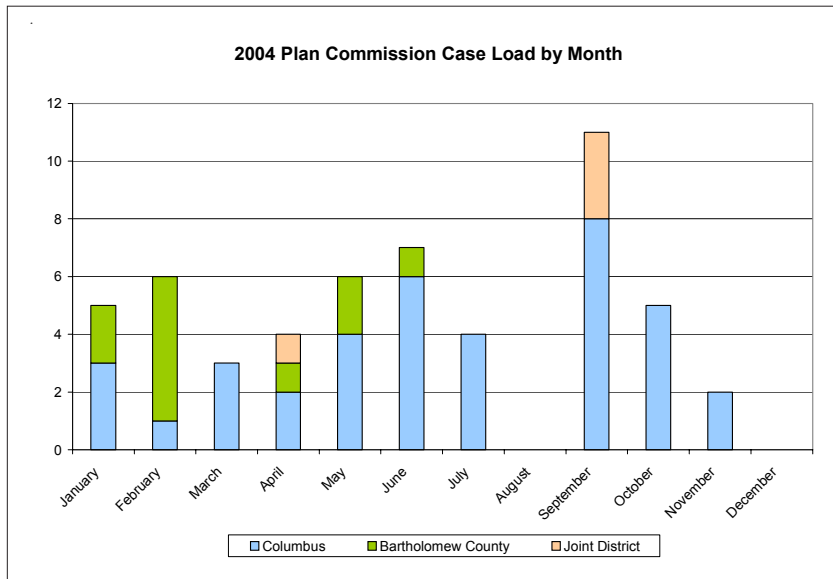
*Note: In addition to the items shown on the table above, the Columbus Plan Commission also considered 2 resolutions presented by the Columbus Re-development Commission in support of proposed Tax Increment Finance Districts. The Bartholomew County Plan Commission also considered 2 resolutions related to amendments of the Subdivision Control Ordinance and the extension of a moratorium on non-sewered major subdivisions.*

## Plan Commission Activity Summary (cont.)

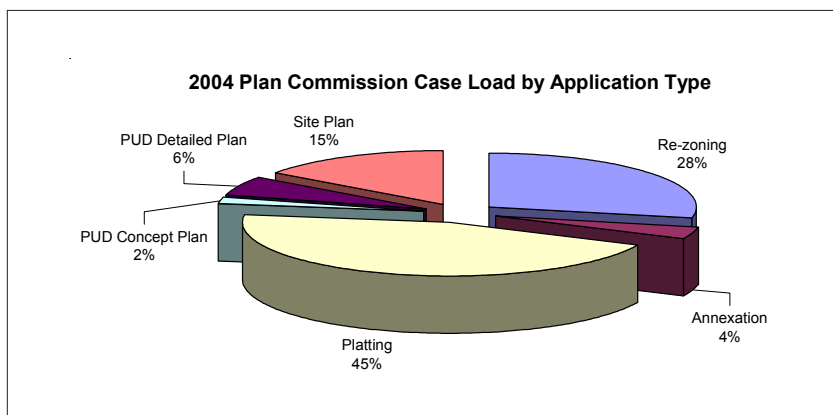


### Current Planning Functions

*The Plan Commissions heard the most new cases in September with a total of 11 agenda items. No new agenda items were filed for the months of August and December.*



*In 2004, 71 % of new applications were in the jurisdiction of the Columbus Plan Commission, 21% in the jurisdiction of the Bartholomew County Plan Commission, and 8% in that of the Joint District Plan Commission.*



*Platting accounted for the majority of new applications filed in 2004 (45%); rezoning requests represented 26% of applications; and site plan reviews accounted for 15%.*



## Annexation & Rezoning Profile

A total of 13 re-zoning applications were filed with the Columbus Plan Commission in 2004. In addition to those listed below, the Columbus Plan Commission also took action on 2 re-zoning requests originally filed in 2003. A request to re-zone the property at 803 Washington Street (RZ-03-16) from B-2 to B-3 was approved. A request to re-zone property at 910 South Marr Road for Little Rock Ministries (SU-03-12) from I-3 to SU-1 was unfavorably recommended by the Plan Commission, but approved by the City Council.

The Bartholomew County Plan Commission also took action on two 2003 requests. Both the Sand Creek-Arnholt (B/RZ-03-04) and the North Bluff (B/RZ-03-05) requests were unfavorably recommended by the Commission and denied by the Board of County Commissioners. No rezoning requests were filed with the Joint District Plan Commission in 2004.

### 2004 City of Columbus Re-zoning Applications

Application	Case Number	Location	Property Size	Requested Change	Plan Commission Recommendation	Final Disposition
Christine Lorimar	RZ-04-01	2645 Eastwood Drive	22,000 Sq. Ft.	SU-1 to B-2	Withdrawn	Not Applicable
Wetherald	RZ-04-02	2600 Haw Creek Boulevard	38,000 Sq. Ft.	I-1 to B-4	Favorable	Approved
Reliance / Reevesway Market	RZ-04-03	1225 7th Street	8 Acres	I-2 to B-1 / B-4C	Favorable	Approved
Spoon	RZ-04-04	1007 Central Avenue	8,000 Sq. Ft.	R-4 to RB	Favorable	Approved
Irvine Cain	RZ-04-05	South side of 25th Street, between Sycamore and Chestnut Streets	37,000 Sq. Ft.	R-6 to RB	Unfavorable	Denied
Northern Village	RZ-04-06	2585 North Middle Road	9.84 Acres	B-2 to B-4	Withdrawn	Not Applicable
Cornerstone Commercial West	RZ-04-07	Northeast corner of the intersection of State Road 46 and Carlos Folger Road	3.6 Acres	AG to B-4	Favorable	Approved
Jehovah's Witness	RZ-04-08	2220 Midway Street	1.2 Acres	SU-1 to RB	Favorable	Approved
Reliance / Reevesway Market	RZ-04-09	1225 7th Street	8 Acres	I-2 to B-5C	Favorable	Approved
Wiley	RZ-04-10	West side of County Road 175 West, south of Deaver Road	39.28 Acres	AG to I-3C	Favorable	Approved
Silver Oaks	SU-04-03	2011 Chapa Drive	2.22 Acres	I-2 to SU-17	Favorable	Approved
Eastern Bartholomew Water Corp.	SU-04-09	South side of Base Road, west of County Road 400 East	1,300 Sq. Ft.	AG to SU-13	Favorable	Approved
Northern Village	PUD-04-05	2585 North Middle Road	9.84 Acres	B-2 to PUD	Withdrawn	Not Applicable

## Annexation & Rezoning Profile (cont.)



The Columbus Plan Commission heard 5 cases regarding the on-going administration of Planned Unit Developments (PUDs) in its jurisdiction. The PUD process allows the City and an applicant to negotiate specific development regulations that apply to unique development proposals. PUDs are approved in a 2-step process that involves a concept plan followed by a detailed plan submittal. The Plan Commission also has approval authority for modifications to PUD details. Significant PUD approvals in 2004 included the expansion of the Nugent gravel quarry along US 31 and a new Sam's Club facility at Columbus Crossing.

Also in 2004, Columbus annexed a total of 43.91 acres into the City. This included 1 residence for the purpose of a utility connection (in the Tipton Lakes area), 1 future industrial site (in the Woodside area), and 1 new retail development (in the Westhill area).

### 2004 City of Columbus PUD Administration

Application	Case Number	Location	Property Size	Request	Final Disposition
Flatrock Industrial Park	PUDF-04-01	North side of U.S. 31, east of Long Road	77.79 Acres	Mineral Extraction Expansion	Approved
Prestwick Village	PUDF-04-02	420 Wint Lane	7.83 Acres	Apartment Complex Expansion	Approved
Sam's Club	PUDF-04-03	Columbus Crossing lot 5A & 6A	16.46 Acres	Commercial Site Plan Review	Approved
Wal-Mart	PUDF-MM-04-04	735 Whitfield Drive	21.56 Acres	Storage Containers	Incomplete Filing
Keepsake Village	PUD-MM-04-06	2564 Foxpointe Drive	Not Applicable	Sign Review	Approved

### 2004 City of Columbus Annexations

Application	Case Number	Location	Property Size	Zoning Requested	Plan Commission Recommendation	Final Disposition
Cornerstone Commercial West	ANX-04-01	Northeast corner of the intersection of State Road 46 and Carlos Folger Road	3.6 Acres	B-4	Favorable	Approved
Love	ANX-04-02	4160 Goeller Boulevard	1.03 Acres	AG	Favorable	Approved
Wiley	ANX-04-03	West side of County Road 175 West, south of Deaver Road	39.28 Acres	I-3C	Favorable	Approved



*Note: By comparison, in 2003 the City, County, and Joint District Plan Commissions approved a total of 132 subdivisions.*

## Subdivision Profile

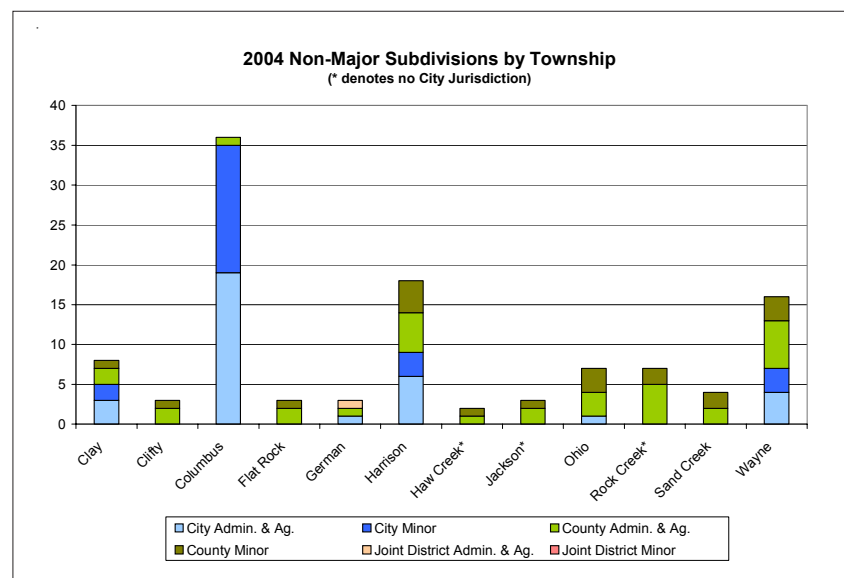
In 2004 the City, County, and Joint District Plan Commissions approved a total of 115 subdivisions which created 166 new lots. Over half of the new lots created (88 lots) were included in Sycamore Bend subdivision in Columbus. This subdivision occupies 34.54 acres at a gross density of 2.5 homes per acre. Of the subdivisions created, 38 are for residential purposes, 18 are for commercial use, 1 is for agriculture, and 2 are to serve some other land use.

Also in 2004, the City of Columbus approved final plats for Sycamore Bend (44 lots), Woodland Park (84 lots), and Jackson Park at Presidential Park (36 lots). Bartholomew County approved a final plat for Sand Creek Farms (23 lots) and Clifty Greens (12 lots). The City and County together also approved 4 vacations of public right-of-way (a street or alley that was deemed no longer necessary for public use).

### Subdivision Activity Summary

Subdivision Type	City of Columbus		Bartholomew County		Joint District	
	Subdivisions Approved	New Lots Created	Subdivisions Approved	New Lots Created	Subdivisions Approved	New Lots Created
Administrative & Agricultural Subdivision	34	Not Applicable	35	Not Applicable	1	Not Applicable
Minor Subdivision	24	46	20	32	0	0
Major Subdivision (Preliminary Plat)	1	88	0	0	0	0
<b>Totals</b>	<b>59</b>	<b>134</b>	<b>55</b>	<b>32</b>	<b>1</b>	<b>0</b>

*The chart at left demonstrates the comparatively higher subdivision activity in Columbus, Harrison, and Wayne Townships.*





## Flood Plain Management Profile



### Current Planning Functions

For almost 10 years, both the City of Columbus and Bartholomew County have participated in the National Flood Insurance Program's (NFIP) Community Rating System (CRS). This voluntary incentive program recognizes and encourages floodplain management activities that exceed the minimum requirements. As a result, local flood insurance premiums are discounted to reflect the reduced flood risk resulting from the community actions meeting the three goals of the CRS: (1) reduce flood losses; (2) facilitate accurate insurance rating; and (3) promote the awareness of flood insurance.

For CRS participating communities, flood insurance premium rates are discounted in increments of 5%, with a maximum possible reduction of 45%. The CRS ratings are based on 18 activities, organized under four categories: (1) Public Information, (2) Mapping and Regulations, (3) Flood Damage Reduction, and (4) Flood Preparedness.

Of the 1,006 participating communities nationwide, 32% are Class 9, 41% are Class 8, and 19% are Class 7. Only 1 community has received a class 2 rating and receives the maximum 45% discount.

The City of Columbus and Bartholomew County are each Class 9 communities, allowing property owners who are required to maintain flood insurance to receive a 5% discount. The Columbus / Bartholomew Planning Department maintains this Class 9 rating through the following annual activities:

- adopting regulations more restrictive than state and Federal requirements;
- regulating development within the 500-year floodplain;
- providing mapping assistance to other government agencies and the public;
- providing outreach and information to realtors, developers, and the public;
- communicating with property owners who have experienced repeated losses due to flooding; and
- promoting the use of many floodplain areas as parks and open space.

*Note: Monitoring and filing Letters of Map Amendment (issued by the Federal Emergency Management Agency (FEMA)), which update flood plain information is a responsibility of the Planning Department. In 2004, 8 map amendments occurred in the City and 13 occurred in the County.*



## Landscape Review Committee Profile

The City of Columbus Landscape Review Committee has been established as a resource to the Planning Department staff, the Plan Commission, and other City entities in the topic area of site landscaping and plant material. This body also serves as an alternative source for the interpretation and application of the City's site landscaping requirements. The Committee's expertise allows unique landscaping and development issues to be addressed through appropriate solutions that meet the intent of the Zoning Ordinance.

In 2004 the Landscape Review Committee considered 4 applications, compared with 5 requests in 2003. Of the 4 applications, 2 addressed the re-use of previously developed property, 1 addressed a unique lot configuration, and 1 applied the Committee's expertise to the Sam's Club proposed for the City's State Road 46 / I-65 front door.

*Note: All rosters represent memberships as of December 1, 2004.*

### 2004 City of Columbus Landscape Review Committee Membership

Member	Appointment	Expiration (3 year terms)	Requirements
Pat Zeigler, Chairperson	Plan Commission	January 1, 2006	Plan Commission Member
Tom Aton	Plan Commission	January 1, 2007	Citizen Interested in Landscaping & Community Development
Pam Good	Plan Commission	January 1, 2008	Citizen with Plant Material Education, Training, or Experience
Mark Pratt (Alternate)	Plan Commission (for Aton)	January 1, 2007	Citizen Interested in Landscaping & Community Development
Nick Rush (Alternate)	Plan Commission (for Good)	January 1, 2005	Citizen with Plant Material Education, Training, or Experience

### 2004 Landscape Review Committee Applications

Application	Case Number	Location	Reason for Committee Review
Kurt & Lisa Zwanzig (Restaurant)	LRC-04-01	1038 Lafayette Avenue	Change of Use of an Existing Site
Sam's Club	LRC-04-02	Columbus Crossing Lot 5A	Referred by Plan Commission
Pankratz Eye Institute	LRC-04-03	Cornerstone Northpark Lot 7C	Unique Lot Configuration
Reevesway Market Place	LRC-04-04	1225 7th Street	Change of Use of an Existing Site

## Utility Review Committee Profile

The purpose of the City of Columbus Utility Review Committee is to review requests for connections to City utilities for properties which are not currently within the City or proposed for annexation. The Committee may approve or deny such requests, or forward them to the Plan Commission for additional consideration. Appeals of the Committee's decisions may be made to the Plan Commission.

In 2004 the Utility Review Committee considered 4 applications, 3 seeking connection to the sewer system and 1 to the water utility. All 4 requests were approved by the Committee.

*Note: All rosters represent memberships as of December 1, 2004.*



### 2004 City of Columbus Utility Review Committee Membership

Member	Appointment	Expiration (Annually)	Requirements
John Delap, Chairperson	Plan Commission President	January 1, 2005	Plan Commission Member
Jenny Long	City Utility Director	January 1, 2005	City Utility Director or Designee
Heather Pope	Planning Director	January 1, 2005	Planning Director or Designee

### 2004 Utility Review Committee Applications

Application	Case Number	Location	Reason for Committee Review / Decision
John & Regina Baker	UT-04-01	1464 Shady Lane	Sewer Connection / Approved
John & Amy Kiel	UT-04-02	2920 Carr Hill Road	Water Connection / Approved
Clay Township Fire Department	UT-04-03	25th Street, east of 500 East	Sewer Connection / Approved
Erma L. Franklin	UT-04-04	2630 West 200 South	Water Connection / Approved



*Note: By comparison, in 2003 the Planning Department processed 248 ZCCs, 108 of which were for signage.*

## Zoning Compliance Review Profile

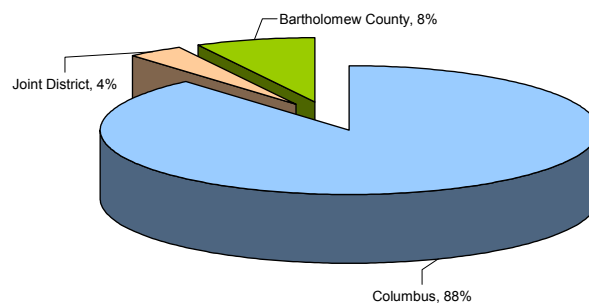
In 2004 the Planning Department processed 219 applications for Zoning Compliance Certificates (ZCCs). These Certificates are used to verify the compliance of a development proposal with the adopted regulations of the City, County, and Joint District as appropriate. A majority of the ZCCs (120) were issued for new signage. A significant number (56) were issued as site plan approval for new development. A complete list of site plan approvals is found on the following pages.

### 2004 Zoning Compliance Certificate Summary

Approval Type	City of Columbus		Bartholomew County		Joint District	
	Number	Percent	Number	Percent	Number	Percent
Site Plan Review	50	25.8%	2	25.0%	4	23.5%
New Construction	12	6.2%	0	0.0%	3	17.6%
Addition	14	7.2%	1	12.5%	1	5.9%
Remodel	2	1.0%	0	0.0%	0	0.0%
Change of Use	18	9.3%	1	12.5%	0	0.0%
Change of Use / Remodel	4	2.1%	0	0.0%	0	0.0%
Temporary Use	38	19.6%	3	37.5%	0	0.0%
Sign Permit	104	53.6%	3	37.5%	13	76.5%
Minor Modification (PUD or SU)	2	1.0%	0	0.0%	0	0.0%
<b>Totals</b>	<b>194</b>	<b>100.0%</b>	<b>8</b>	<b>100.0%</b>	<b>17</b>	<b>100.0%</b>

*A majority of Zoning Compliance Certificates (194, or 88%) were issued in the jurisdiction of the Columbus Plan Commission. A total of 17 and 8 ZCCs were issued in the jurisdiction of the Joint District Plan Commission and the Bartholomew County Plan Commission respectively.*

### 2004 Zoning Compliance Certificates by Jurisdiction



## Zoning Compliance Review Profile (cont.)



Current Planning Functions

### 2004 City of Columbus Site Plans Approved (1 of 2)

Project Title	Location	Activity
Old Navy / Gap Inc.	1149 North National Road	Remodel
Circuit City Stores	1149 North National Road	Remodel
Flowers by Lois	3633 25th Street	New Construction
Jonesville Volunteer Fire Department	County Road 450 South, West of State Road 11	New Construction
Target	1865 National Road	New Construction
Jodie's Gym Zone	Flatrock Industrial Park Lot 7	New Construction
Real World Testing	4850 Progress Drive	New Construction
Building Concepts (RV storage)	Flatrock Industrial Park lot 9A-1	New Construction
The Cork Liquors	1204 Washington Street	New Construction
Sam's Club	Columbus Crossing Lot 1	New Construction
Cardinal Fitness / Starbucks	1585 North National Road	New Construction
Bob Evans Restaurant	221 Carrie Lane	New Construction
Pankratz Eye Institute	Cornerstone Northpark Lot 7C	New Construction
LHP Software	NW Corner of Poshard Drive & Central Avenue	New Construction
Perfection Car Wash	803 Washington Street	Change of Use / Remodel
Kurt & Lisa Zwanzig (restaurant)	1038 Lafayette Avenue	Change of Use / Remodel
Sunset Bar & Grill	3330 Jonathan Moore Pike	Change of Use / Remodel
Petco	1149 North National Road	Change of Use / Remodel
Gary & Kim Bowles (beauty shop)	807 16th Street	Change of Use
Sadie's Diner	2991 25th Street	Change of Use
Jim Shoaf (apartment / business)	714 3rd Street	Change of Use
Don Victor's Taqueria	1629 North National Road	Change of Use
Property Solutions (business)	2405 Cottage Avenue	Change of Use
Columbus Family Diner	2241 State Street	Change of Use
The Patio	2825 Middle Road	Change of Use
The Pampered Foot	3623 25th Street	Change of Use
Cross Pointe Church of the Nazarene	3528 Two Mile House Road	Change of Use
Mr. Transmission	2161 State Street	Change of Use
Spoon Realty	1007 Central Avenue	Change of Use
Asbury United Methodist Church	316 12th Street	Change of Use
Ryan's Auto Tech, Inc.	2519 25th Street	Change of Use
Pet-Cures	2345 Central Avenue	Change of Use
IC Clean U-Haul	282 South Cherry Street	Change of Use
Legends	1461 Central Avenue	Change of Use
Reeves Way Marketplace	1225 7th Street	Change of Use
New Day Community Church	1740 State Street	Change of Use
Knights of Columbus (storage)	4440 Middle Road	Addition
ArvinMeritor (storage)	601 South Gladstone	Addition



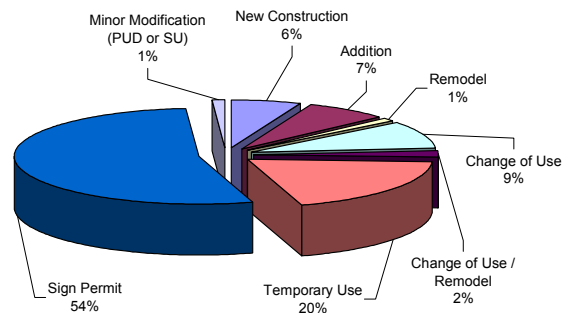
## Zoning Compliance Review Profile (cont.)

### 2004 City of Columbus Site Plans Approved (2 of 2)

Project Title	Location	Activity
Rightway Fasteners	7945 South International Drive	Addition
Brands, Inc. (storage)	1450 Union Street	Addition
Bartholomew County Solid Waste Management District (storage)	811 East County Road 450 South	Addition
Diamet Corporation (storage)	1751 Arcadia Drive	Addition
MACTAC	2576 Norcross Drive	Addition
Centra Credit Union (ATM)	4664 Ray Boll Boulevard	Addition
Trilogy Health Services	2011 Chapa Drive	Addition
BB & H Tool	2755 Roadway Drive	Addition
Cummins Day Care	650 Pleasant Grove	Addition
Ramada Inn	2485 Jonathan Moore Pike	Addition
Carpet Mania	1428 10th Street	Addition
Smith Elementary School (Parking)	1505 Waycross	Addition

The chart at left shows the types of ZCCs issued in the jurisdiction of the City of Columbus. Sign permits accounted for 54% of all 2004 Columbus ZCCs.

### 2004 City of Columbus Zoning Compliance Certificates by Type



## Zoning Compliance Review Profile (cont.)



### Current Planning Functions

#### 2004 Bartholomew County Site Plans Approved

Project Title	Location	Activity
Blackwolf Performance	7255 State Road 7	Change of Use
Nancy's Nu Image Salon	3025 West County Road 650 North	Addition

#### 2004 Joint District Site Plans Approved

Project Title	Location	Activity
Edinburgh Outlet Mall	11710 North Executive Drive	Addition
Prompt Med	US 31 & Presidential Way	New Construction
Montana Mike's	Market Place Center Lot 5A	New Construction
Ruby Tuesday	Market Place Center Lot 6A	New Construction



*Significant trends in 2004 BZA case load included an increase in City requests for home-based businesses and County requests for farmer's market facilities.*

## Board of Zoning Appeals Summary

The Columbus and Bartholomew County Boards of Zoning Appeals heard a total of 40 cases in 2004. In addition, a total of 6 cases were reviewed and approved by the Hearing Officer. A majority of the Columbus BZA petitions (11 of 16) requested approval of a conditional use. The 24 petitions heard by the County BZA included 11 conditional use requests and 12 development standards variances (requests for relief from setback, height, and other requirements). In 2004, the City BZA averaged 2 new petitions per month, while the County BZA averaged approximately 1 new request monthly.

### 2004 Boards of Zoning Appeals Summary

Month	Use Variance		Development Standards Variance		Conditional Use		Total	
	Columbus	Bartholomew County	Columbus	Bartholomew County	Columbus	Bartholomew County	Columbus	Bartholomew County
January	0	0	1	0	3	3	4	3
February	0	1	2	0	2	1	4	2
March	0	0	0	0	3	1	3	1
April	0	0	1	0	2	4	3	4
May	0	0	2	0	0	0	2	0
June	0	0	1	1	0	1	1	2
July	0	0	3	0	0	0	3	0
August	1	0	1	0	0	1	2	1
September	0	0	0	3	0	0	0	3
October	0	0	0	0	0	0	0	0
November	0	0	1	0	1	0	2	0
December	0	0	0	0	0	0	0	0
<b>Totals</b>	1	1	12	4	11	11	24	16
<b>Approved</b>	0	1	5	0	7	8	12	9

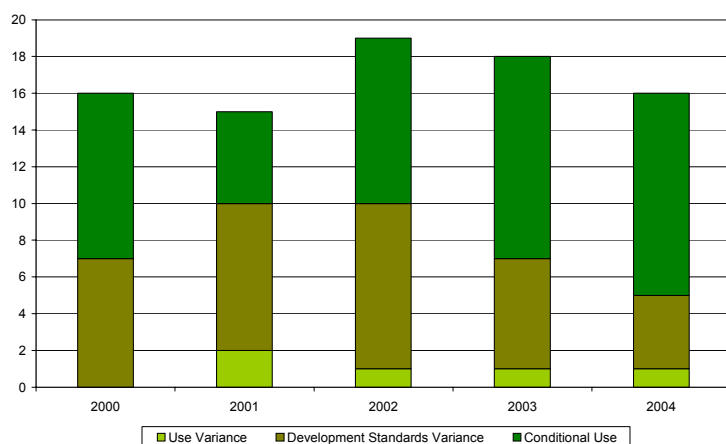


## Board of Zoning Appeals Summary (cont.)



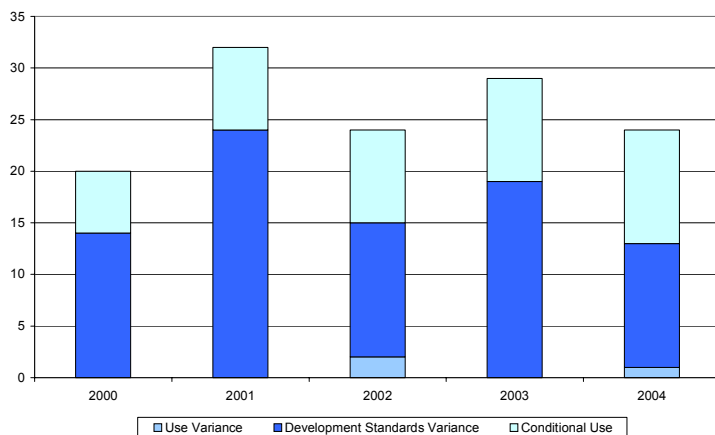
### Current Planning Functions

**Bartholomew County BZA Case Load Trend**



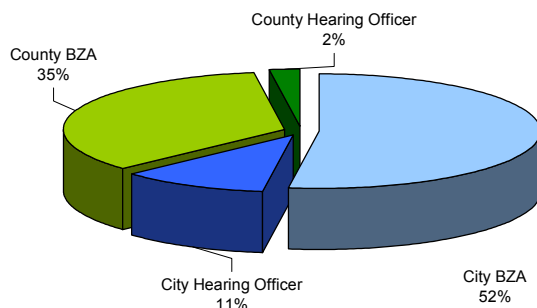
*In 2004, the Bartholomew County Board of Zoning Appeals' 16 new applications was consistent with the case load trend since 2000. The most new applications filed in the last 5 years was 19 in 2002.*

**Columbus BZA Case Load Trend**



*The 2004 Columbus Board of Zoning Appeals case load of 24 new applications was a decrease from the 29 requests heard in 2003. The 5-year case load high for the Columbus BZA occurred in 2001, with 32 new requests filed.*

**2004 BZA Petitions by Jurisdiction**





## Long-Range Planning Activities Summary

The processing of applications for consideration by a Plan Commission, Board of Zoning Appeals, or other entity is only a part of the responsibilities of the Columbus Bartholomew Planning department. Other responsibilities include providing training for local elected and appointed officials and supporting long-range planning and visioning processes. During 2004, the Planning Department was involved in several long-range planning activities which are summarized below:

### **Columbus Area Metropolitan Planning Organization (MPO):**

The Planning Department continued its supporting role in the formation of the Columbus Area Metropolitan Planning Organization. This body was officially established in 2003 in response to the Columbus area meeting necessary population benchmarks. The purpose of the MPO is to coordinate and manage transportation improvements and transportation project funding in the Columbus metropolitan area. This metropolitan area includes all of Bartholomew and portions of Johnson and Shelby Counties. During 2004 the Planning Department assisted the City Engineer's office in facilitating meetings of the MPO Policy Board, seeking out MPO-related training, and interviewing candidates for the MPO director's position.

### **Destination Columbus:**

During 2004, the Planning Department was participated in discussions and meetings of a civic group titled "Destination Columbus" which has been organized to study the possible merits and methods of promoting the Columbus area as a retirement destination. Key issues for this group are identifying are long-term local economic benefits of increasing this demographic and assembling necessary materials for promoting the retirement appeal of the Columbus area. This group include citizens as well as representatives of the Columbus Visitor's Center, the Chamber of Commerce, and Columbus Regional Hospital.

### **Vision 20/20 (Columbus Downtown Plan):**

The Planning Department staff members are regular participants in the Vision 20/20 plan for Downtown Columbus. This study of the economic and functional future of the downtown is being facilitated by Development Concepts, Inc. of Indianapolis. During 2004 the Planning Department supported the project by providing information and participating at Steering Committee meetings and public events.

### **Transit Advisory Committee (ColumBUS Route Plan):**

The Planning Department staff has supported the efforts of the Transit Advisory Committee with information and professional expertise. Issues discussed by this group in 2004 included a possible relocation of the ColumBUS station from the Commons to an alternate City location, as well as the alternation of current ColumBUS route to provide improved service.

*Planning Director Jeff Bergman is a member of the Destination Columbus working group.*

*Planning Director Jeff Bergman is a member of the Vision 20/20 Steering Committee.*

*Planning Technician Marcus Hurley meets with the Transit Advisory Committee.*

## Long-Range Planning Activities Summary (cont.)



### Long-Range Planning Functions

#### **Bilingual Guide to City Services:**

During the summer of 2004, the Planning Department's intern program facilitated the development of a Bilingual (Spanish / English) Guide to City Services. This document is intended for distribution to the public as a resource for Spanish speaking residents who seek greater familiarity with the services and structure of Columbus city government.

*The Bilingual Guide to City Services project was undertaken by 2004 Planning Department Intern Kelly Starewicz.*

#### **Clifty Creek Watershed Project:**

The Clifty Creek Watershed Project is an effort by the Bartholomew County Soil and Water Conservation District to study and plan for water quality in Clifty Creek. This study involves topic areas such as land use, transportation, and drainage. The study area for the project includes portions of Bartholomew, Rush, Shelby, and Decatur Counties. The Planning Department staff has supported this project through attendance at periodic meetings and the sharing of available information resources.

*Note: The Clifty Creek Watershed is an example of the many projects in which the Planning Department is involved which extend beyond the boundaries of Bartholomew County. Long-range planning for Columbus and Bartholomew County often involves an understanding of regional issues, such as drainage, transportation, and economics.*

#### **Columbus Regional Airport Development Plan:**

The Planning Department serves as a consulting party to the Columbus board of Aviation Commissioners and their consultant, Aerofinity, Inc. in the preparation of a Non-Aviation Land Development Plan. This plan is intended to address the future use and development of Airport-owned properties that are not directly related to flight operations. Located primarily to the south of the airport these properties are used for a combination of civic, business, education, and recreational purposes. This area includes the Columbus InfoTech business park and the Columbus Learning Center. The mixed-use characteristics of development in the area, the sensitivity of the airport operations, and outdated zoning regulations have resulted in an inefficient application of land use regulations in this area. The Planning Department's participation is an attempt at broad-based coordination of plans and regulations for this area.

#### **Tax Increment Finance Districts (TIF):**

In 2004 the Columbus Redevelopment Commission facilitated the establishment of 2 tax increment finance (TIF) districts. The Airport TIF District included property in the vicinity of Columbus Regional Airport, while the Central Area TIF District included the downtown as well as the Woodside and SR 46 / I-65 interchange area. Within each of these specific geographic areas tax receipts from new assessed value will be accumulated and applied to planned projects in that district, rather than being distributed to each taxing entity for general use. The Planning Department supported the discussions of the Redevelopment Commission through mapping support. The Planning Department also completed a review of each TIF district plan for consistency with the City of Columbus Comprehensive Plan.



## Long-Range Planning Functions

*In the fall of 2004, the County Ordinance Steering Committee prepared an amendment to the County Subdivision Control Ordinance that proposed to define major subdivisions as those including more than 4 new lots and require that these major subdivisions be served by a sanitary sewer system. This proposed ordinance amendment was favorably recommended by the County Plan Commission, but was not passed by the Board of County Commissioners.*

## Long-Range Planning Activities Summary (cont.)

### **Zoning & Subdivision Control Ordinance Updates:**

During 2004 the process of revising both the City and County Zoning and Subdivision Control Ordinances continued. The City process is being facilitated by the consulting firm of McBride Dale Clarion, with former Columbus / Bartholomew Planning Director Teree Bergman serving as a sub-consultant. Working through a steering committee of local officials and citizens, the consultant has completed the majority of a draft zoning ordinance. This project is anticipated to conclude in 2005. The County process is being facilitated by the Planning Department staff, working through a Steering committee of Plan Commission members and citizens. The County Steering Committee has completed an outline of desired development types, and created a final draft of an Agriculture Preferred Zoning District. In December of 2004 the Board of County Commissioners passed on ordinance prepared by the Steering Committee which extended the current moratorium on major subdivision not served by sewers until 2006. This moratorium extension is intended to provide additional time for the Steering Committee to complete comprehensive ordinance revisions.

## Training Profile



During 2004, the Planning Department facilitated training for both (1) elected and appointed officials and (2) citizens. These training events are described below:

### **Plan Commission Training:**

While official titled Plan Commission training, these professional development events were designed and targeted toward all City and County elected and appointed officials that interact with land use regulations. Each session was facilitated by K.K. Gerhardt-Fritz, an Indianapolis-based consultant and former Planning Department staff member. The 3 events conducted in 2004 were the 7th, 8th, and 9th sessions in the multi-year series. The 2004 sessions included the following:

#### **Session 7 - May 25, 2004:**

Legal Requirements for Making Planning Decisions

#### **Session 8 - October 1, 2004:**

How to Effectively use PUDs and Conditional Rezoning

#### **Session 9 - November 12, 2004:**

Design Guidelines & Architectural Standards

### **Citizens Planning Academy:**

In early 2004, the Planning Department hosted a Citizens Planning Academy. Also facilitated by K.K. Gerhardt-Fritz, this event was among the first of its kind in Indiana. A total of 25 members of the general public participated in a 3-part training series organized into the following sessions:

#### **Session 1 - February 26, 2004:**

Purpose and Tools of Local Government Planning

#### **Session 2 - March 11, 2004:**

Government Coordination and Citizen Participation

#### **Session 3 - March 25, 2004:**

What to Expect at a Plan Commission Meeting



## 2005 Department Priorities

*Proposed action steps for the implementation of the 2005 Department priorities include:*

- *Create annual Department goals, published each February with the finalized annual report.*
- *Perform annual Department employee reviews.*
- *Conduct a joint City-County Plan Commission meeting each February to review the annual report and set planning goals.*

## Department Priorities

The Planning Department serves several important roles with the Columbus and Bartholomew County community. Following is a list of Planning Department priorities for 2005. Each of these priorities is intended to continually advance the efficiency and professionalism with which the department serves the public:

### 1. **Customer Service / Necessary Functions:**

Maintain and enhance the quality, thoroughness, and efficiency of the “current planning” services provided to the public, the development community, the Plan Commissions, and other groups.

### 2. **Staff Resources:**

Implement the organizational changes including the following:

- a. develop clear roles for the “Senior Planner” and “Full-Time Secretary” positions;
- b. transition the “Planning Tech.” position to an “Associate Planner” position; and
- c. identify the most beneficial role for the “Planning Aid” position.

### 3. **Leadership and Resource Opportunities:**

Recognize and capitalize on opportunities to add value to planning related efforts and initiatives. Assume leadership when appropriate and ensure that the value of opportunities is maximized.

- a. provide appropriate MPO involvement and coordination;
- b. participate in the update of aerial photography;
- c. provide support for the Re-development Commission;
- d. provide appropriate GIS support, coordination, and leadership;
- e. actively seek out improvement of code enforcement resources;
- f. actively implement the floodplain Community Rating System;
- g. actively lead the ordinance revision processes; and
- h. actively support the Vision 20/20 Downtown Planning project.

### 4. **Professionalism:**

Continue to advance and enhance the image and identity of the Planning Department. Ensure that the public has a clear understanding of the role of the Department in the community. Emphasize the efficiency and quality of all products, reports, and communications. Provide on-going staff training and maintain a clear awareness of the ultimate goal of each bureaucratic process.

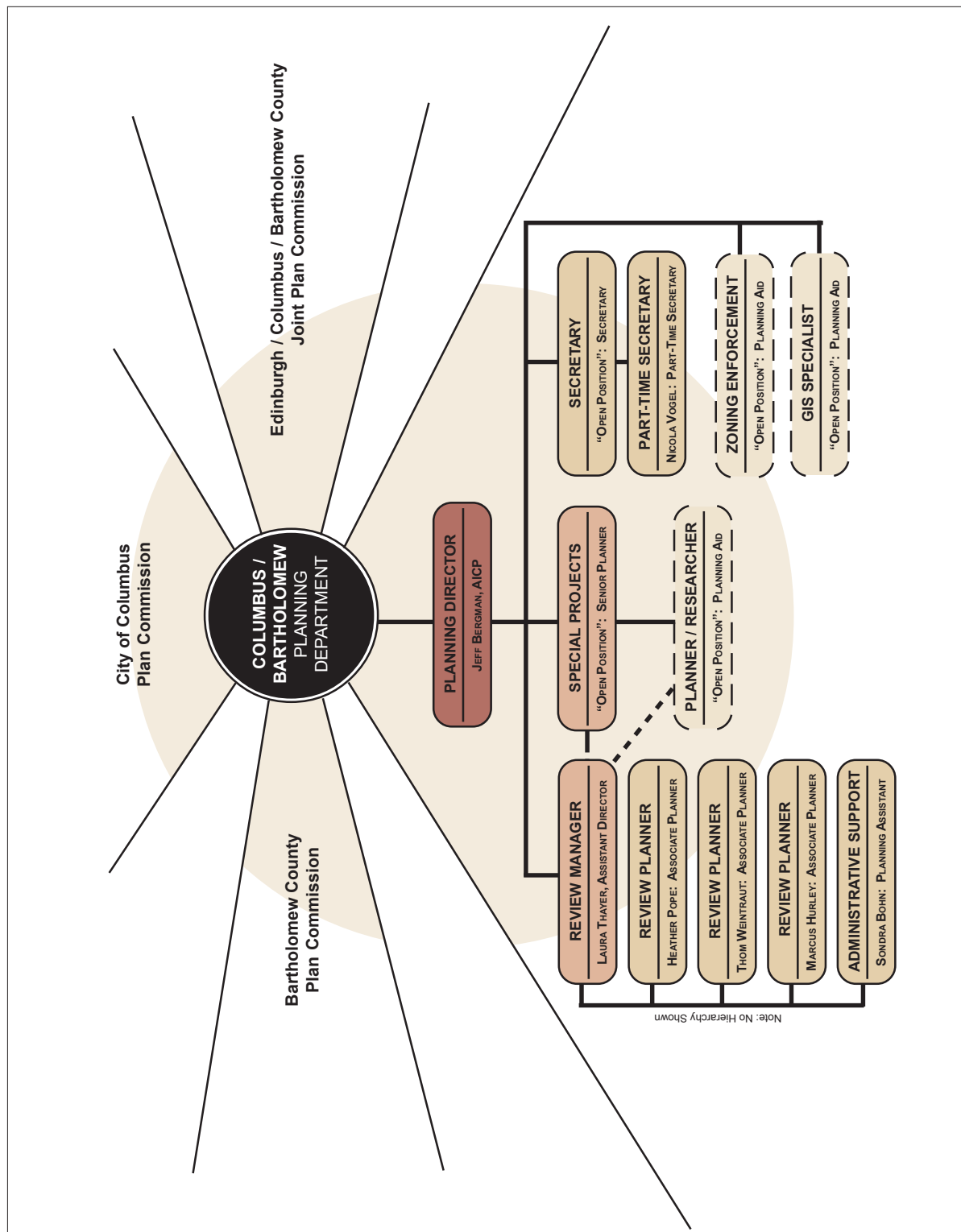
### 5. **Quality Workplace:**

Provide an enjoyable, quality workplace where all staff members are provided an opportunity for professional development and a high quality of life.

## Department Organization



The graphic below displays the anticipated organizational structure of the Planning Department following the staffing adjustments enacted by the City Council in the 2005 budget:



2005 Department Priorities